

MINUTES OF MEETING
BOARD OF CERTIFICATION
PERSONNEL IN WASTEWATER TREATMENT FACILITIES

Date: January 6, 2006 Friday
Place: Statewide Operator Training Center, Honolulu, Hawaii
Time: 8:00 a.m.

Attendance:	Eassie Miller, Chairperson	Ken Knapp
	Marshall Lum, Secretary	Myron Nomura
	Mansfield "Manny" Dacay	Victor Moreland
	Charles Dawrs	Wayne Salas

Absent: Lewis "Woody" Tindall

I. CALL TO ORDER: Eassie called the meeting to order at 8:25 a.m.

II. REVIEW AND APPROVE MINUTES: Board members approved the November 18, 2005 meeting minutes as written.

III. OLD BUSINESS:

- a. Classification of WWTPs. Classification of the Makena and Haleakala Wastewater Treatment Plants was deferred to the next Board meeting on March 31, 2006. Also, Victor will conduct a classification inspection of the Ohana Pili Kai Condo in Mokuleia.
- b. CEU Plan online training course: Board's consensus is to follow the ABC guidance document for the evaluation and accreditation of distance education courses under review.
- c. CEU allocation table: Board confirmed a target of October 2006 to develop a CEU allocation table for license renewal purposes.
- d. Operator Code of Ethics: This item will be discussed at the Board's presentation at the HWEA Conference on February 9, 2006.
- e. CSUS Ken Kerri Courses: Wayne is continuing his evaluation of the Manage for Success course and will research the number of CEUs awarded by CSUS.
- f. Budget: An updated list of expenditures, or status of expenditures will be provided at future Board meetings for review.

IV. NEW BUSINESS:

- a. "Open Line" Hawaii's Office of Information Practices October - December 2005 newsletter (attached) was distributed and reviewed by members.
- b. "The Certifier" September/ October 2005 ABC newsletter (attached) was distributed and reviewed by members.
- c. "The High Road" December 2005 newsletter (attached) from the Hawaii State Ethics Commission was distributed and reviewed by members.
- d. Wade Thode is the new Administrator of the Statewide Operator Training Center and Dayna Culbertson is the new administrative assistant. In March of each year, Wade sends a survey to the Counties to determine which training courses are needed and should be held during the year. One class on the neighbor islands is typically held each month whereas two classes are conducted on Oahu. A new collection systems course is in the development stage.
- e. Agreed to informally provide feedback to Wade on possible new course instructors and informed Wade that formal requests should be made to the Steering Committee of the Statewide Operator Training Center.
- f. Approved temporary certification applications for County of Maui operator, Gregory Jensen (Grade 4), and County of Kauai operators: Gene S. Shimatsu (Grade 4); Marvin J Fernandez (Grade 4); Jon J. Nakashima (Grade 4); and Robert M. Kawamura (Grade 4).
- g. Barney Asato's training course material was not available for the Board's review.
- h. Agreed to grant 0.5 CEUs for the Trojan UV4000 Plus O&M Training Course based on awarding partial credit for general UV training and partial credit for site specific training. However, if an operator previously took the Statewide Operator Training Center's (SOTC) UV Disinfection training class no credit would be given for the Trojan UV course.
- i. Agreed that requests by operators to the Board should be submitted early for an evaluation of allowable CEUs for courses taken outside of the SOTC. The requests should not come in at or near the deadline for operator license renewals. Renewal deadline is October 15, 2006. Renewal notices will be sent to operators on or about August 15, 2006. It is the responsibility of operators to notify the SOTC of any courses taken from outside vendors to have it placed in their records. It is also the responsibility of the operator to verify whether any list provided by the SOTC Administrator is a complete listing of all courses taken. The SOTC is not responsible for assuring accuracy of the list.
- j. Reevaluated Frank Rodrigues' exam application per his request. Mr. Rodrigues was contacted by phone to confirm that his letter to the Board requested a

reevaluation of his application and was not a formal request for a hearing. Following the reevaluation, Board confirmed its earlier decision to deny his application because of a lack of information submitted.

- k. Confirmed earlier decision to deny Earl Gorton's exam application because he did not provide a copy of his high school diploma at the time of the Board's review. Mr. Gorton then submitted his high school diploma after the Board's initial review of applications.
- l. Accepted Lewis "Woody" Tindall's resignation letter and will forward the letter to Governor Lingle. A replacement for the Big Island representative is being sought.
- m. Agreed to review future ABC pretest questions at the time the request is received from ABC.
- n. Agreed to award 0.44 CEUs (half of indirect credits) to the American Trainco Electrical Seminar for Veolia Water North America staff.
- o. By consensus, Board members agreed to place Kelly Onizuka's letter of request on the meeting agenda. Mr. Onizuka requested a reevaluation of his creditable years of experience on his exam application. Board confirmed its earlier decision that he did not have enough years of experience to qualify for the Grade 4 exam. Additional years of service cannot be obtained by working more than a maximum of 1,632 hours per calendar year.
- p. Discussed topics for the upcoming HWEA conference presentation on February 9, 2006. Members were assigned various discussion topics and will develop draft Power Point presentations by January 23, 2006.
- q. Discussed proposed changes to HAR chapter 11-61. Discussion will be continued at the next Board meeting. More work is needed on the proposed changes.
- r. Reviewed additional letters claiming that Mike Ratte is not qualified to take the operator exam. Mr. Ratte has not yet requested a hearing on the Board's denial of his exam application. However, due to mailing problems, Mr. Ratte only recently received his notice of denial.
- s. Reviewed and selected operator exam questions for Grade 1 through Grade 4 certification exams. An additional exam session will be held on Maui and Hawaii to accommodate operators who will be taking more than one grade level exam on February 23, 2006.

V. NEXT SCHEDULED MEETING:

Time: **March 31, 2006, Friday, 8:30 am.**

Site: **Kauai**

VI. ADJOURNMENT: Meeting was adjourned at 2:30 pm.